

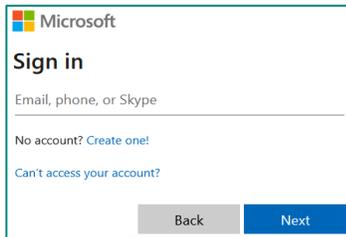
Microsoft Multi-Factor Protection Enrollment

New user will need to enroll their accounts with Microsoft Authenticator Multi-Factor Protection.

Copy this URL into a private browser window: <https://aka.ms/mfasetup>

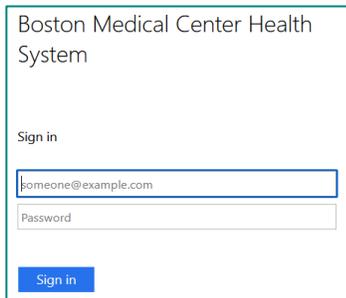
(Instructions to open a private window in Edge can be found [here](#). For Chrome, click [here](#).)

- Enter your new BMC email as the username.



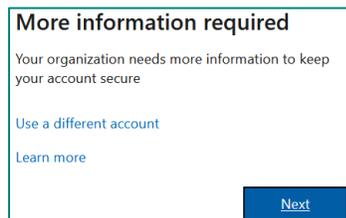
A screenshot of the Microsoft sign-in page. It features the Microsoft logo at the top left, followed by the text "Sign in". Below this is a text input field labeled "Email, phone, or Skype". Underneath the input field are two links: "No account? Create one!" and "Can't access your account?". At the bottom of the page are two buttons: a grey "Back" button and a blue "Next" button.

- Enter your new BMC email as the username.
- Enter your password which you set.
- Left Mouse click the blue Sign In.



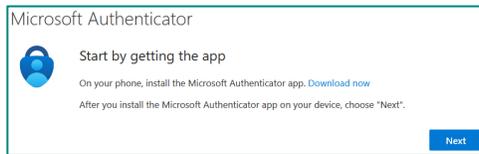
A screenshot of the Boston Medical Center Health System sign-in page. The header reads "Boston Medical Center Health System". Below the header is the text "Sign in". There are two input fields: one for the email address, containing the text "someone@example.com", and one for the password. At the bottom of the page is a blue "Sign in" button.

- Left Mouse click the blue Next.

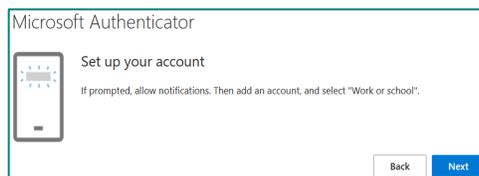


A screenshot of a page titled "More information required". The text below the title says "Your organization needs more information to keep your account secure". There are two links: "Use a different account" and "Learn more". At the bottom right of the page is a blue "Next" button.

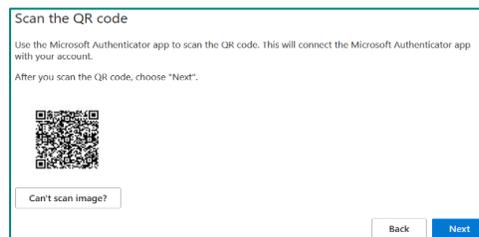
- Left Mouse click the blue Next.



- Left Mouse click the blue Next.



Keep This Web Page Open



- Open Microsoft Authenticator on your Mobile Device and click the Plus in the right upper corner to add this account into your Authenticator app.
- On the mobile device Select "Work or school account" select "scan QR code".
- Complete all steps on the mobile device and in the Microsoft Authenticator application the device.

Complete the testing by selecting Left Mouse click the blue Next.

